

PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004

Annual Plan for Fiscal Year 2000

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

PHA Plan Agency Identification

PHA Name: Housing Authority of the City of Lawton, Oklahoma

PHA Number: OK005

PHA Fiscal Year Beginning: 07/2000

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)

- X Main administrative office of the PHA
- N/A PHA development management offices
- N/A PHA local offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- X Main administrative office of the PHA
- N/A PHA development management offices
- N/A PHA local offices
- N/A Main administrative office of the local government
- N/A Main administrative office of the County government
- N/A Main administrative office of the State government
- N/A Public library
- N/A PHA website
- N/A Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- X Main business office of the PHA
- N/A PHA development management offices
- N/A Other (list below)

5-YEAR PLAN
PHA FISCAL YEARS 2000 - 2004
[24 CFR Part 903.5]

A. Mission

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

X The PHA's mission is: (state mission here)

The mission of the Housing Authority of the City of Lawton, Oklahoma is to assist low-income individuals and families with safe, decent, and affordable housing opportunities as they strive to achieve self-sufficiency and improve the quality of their lives. The Housing Authority is committed to operating in an efficient, ethical, fiscal, and professional manner. The Housing Authority will create and maintain partnerships with its clients and appropriate community agencies in order to accomplish this mission.

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

X PHA Goal: Expand the supply of assisted housing

Objectives:

X Apply for additional rental vouchers:

X Reduce public housing vacancies:

X Leverage private or other public funds to create additional housing opportunities:

X Acquire or build units or developments

N/A Other (list below)

- X PHA Goal: Improve the quality of assisted housing
Objectives:
- X Improve public housing management: (PHAS score)
 - N/A Improve voucher management: (SEMAP score)
 - X Increase customer satisfaction:
 - X Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
 - X Renovate or modernize public housing units:
 - N/A Demolish or dispose of obsolete public housing:
 - N/A Provide replacement public housing:
 - X Provide replacement vouchers:
 - X Other: (list below)
- X PHA Goal: Increase assisted housing choices
Objectives:
- N/A Provide voucher mobility counseling:
 - N/A Conduct outreach efforts to potential voucher landlords
 - N/A Increase voucher payment standards
 - N/A Implement voucher homeownership program:
 - X Implement public housing or other homeownership programs:
 - N/A Implement public housing site-based waiting lists:
 - N/A Convert public housing to vouchers:
 - N/A Other: (list below)
- X PHA Goal: Manage the Lawton Housing Authority's existing public housing program in an efficient and effective manner.
Objectives:
- X The Lawton Housing Authority shall make our public housing units more marketable to the community as evidenced by an increase in our waiting list to one that requires a six-month wait for housing by December 31, 2005.
 - X The Lawton Housing Authority shall promote a motivating work environment with a capable and efficient team of employees to operate as a customer-friendly and fiscally prudent leader in the affordable housing industry.
 - X The Lawton Housing Authority shall continue to promote self-sufficiency and assist development of families and individuals.
- X PHA Goal: Expand the range and quality of housing choices available to residents of the Lawton Housing Authority.
Objectives:
- X Create 100 more units of affordable housing for the elderly, which are fully accessible and would include supportive services by December 31, 2005.

- X Assist our community with increasing the availability of affordable, suitable housing for families in the very-low income range, cited as a need in our Consolidated Plan.
- X Establish a tenant-based affordable housing program. (Section 8)

HUD Strategic Goal: Improve community quality of life and economic vitality

- X PHA Goal: Provide an improved living environment
Objectives:
 - X Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
 - X Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
 - X Implement public housing security improvements:
 - X Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
 - X Other: (list below)
- X PHA Goal: Provide a safe and secure environment in the Lawton Housing Authority's public housing developments.
Objectives:
 - X Improve resident and community perception of safety and security in the Lawton Housing Authority's public housing developments.

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

- X PHA Goal: Promote self-sufficiency and asset development of assisted households
Objectives:
 - X Increase the number and percentage of employed persons in assisted families:
 - X Provide or attract supportive services to improve assistance recipients' employability:
 - X Provide or attract supportive services to increase independence for the elderly or families with disabilities.
 - N/A Other: (list below)

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

- X PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

- X Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
- X Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
- X Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
- N/A Other: (list below)

Other PHA Goals and Objectives: (list below)

- X PHA Goal: Enhance the image of public housing in our community.
Objectives:
 - X The Housing Authority's leadership shall speak to at least five (5) civic, religious, or fraternal groups a year between now and December 31, 2005, to explain how important they are to the community.
 - X The Lawton Housing Authority shall ensure that there are at least three (3) positive stories a year in the local media about the Housing Authority of one of its residents.
 - X The Lawton Housing Authority shall continue its outreach program to inform the community and human services agencies about what good services we provide.
- X PHA Goal: Develop our Housing Counseling Agency into the center for information and assistance on all types of housing assistance related issues.
Objectives:
 - X Continue publication of the *Homeownership Directory* for low-income families.
 - X Sponsor and conduct bi-monthly Homebuyer Education classes.
 - X Co-sponsor citywide Housing Forum annually.
 - X Sponsor additional housing related forums as identified as a need, such as a Landlord/Tenant Act seminar.
 - X Develop and publish a *Housing Resource Directory*.

Annual PHA Plan
PHA Fiscal Year 2000
[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

X **Standard Plan**

Streamlined Plan:

N/A **High Performing PHA**

N/A **Small Agency (<250 Public Housing Units)**

N/A **Administering Section 8 Only**

N/A **Troubled Agency Plan**

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

The Lawton Housing Authority has prepared this Agency Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 and the ensuing HUD requirements.

The Lawton Housing Authority's mission statement and goals are listed in the above sections of this plan. Our Annual Plan is based on the premise that if we accomplish our goals and objectives we will be working towards the achievement of our mission.

The plans, statements, budget summary, policies, etc. set forth in the Annual Plan all lead towards the accomplishment of our goals and objectives. Taken as a whole, they outline a comprehensive approach towards our goals and objectives and are consistent with the Consolidated Plan. Here are just a few highlights of our Annual Plan:

- We have adopted five (5) local preferences for applicants who live or work in Lawton, Oklahoma. These preferences are for senior citizens, persons with disabilities, working families, homeless, and victims of domestic violence.
- We have adopted an aggressive screening policy for public housing, to ensure to the best of our abilities that new admissions will be good neighbors. Our screening practices will meet all fair housing requirements.
- Applicants will be selected from the waiting list by preference and then in order of date and time they applied.
- Our minimum rent is established at \$0.00.
- We have established flat rents for all of our developments.

- To encourage work and advancement in the workplace, we are not requiring interim recertifications if a resident has an increase in income. The increase will be reported at the next regular recertification.

In summary, we are on course to improve the conditions of present and future residents in affordable housing in Lawton, Oklahoma.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection

Table of Contents

	<u>Page #</u>
Annual Plan	
i. Executive Summary	5
ii. Table of Contents	6
1. Housing Needs	10
2. Financial Resources	15
3. Policies on Eligibility, Selection and Admissions	17
4. Rent Determination Policies	25
5. Operations and Management Policies	29
6. Grievance Procedures	32
7. Capital Improvement Needs	32
8. Demolition and Disposition	34
9. Designation of Housing	35
10. Conversions of Public Housing	36
11. Homeownership	38
12. Community Service Programs	39
13. Crime and Safety	42
14. Pets (Inactive for January 1 PHAs)	44
15. Civil Rights Certifications (included with PHA Plan Certifications)	44
16. Audit	44
17. Asset Management	45
18. Other Information	45

Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

X	Admissions Policy for Deconcentration	48
	Attachment 1	
X	FY 2000 Capital Fund Program Annual Statement	49
	Attachment 2-A; 2-B; 2-C	

N/A Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
N/A

Optional Attachments:

X	PHA Management Organizational Chart Attachment 3	53
X	FY 2000 Capital Fund Program 5 Year Action Plan Attachment 4-A; 4-B; 4-C; 4-E; 4-F	54
X	Public Housing Drug Elimination Program (PHDEP) Plan Filename LHApddeptemplate.doc	
N/A	Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)	
X	Other (List below, providing each attachment name) Optional Public Housing Asset Management Table Attachment 5	61

Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
N/A	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents X check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development X check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
N/A	Section 8 rent determination (payment standard) policies N/A check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures X check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
N/A	Section 8 informal review and hearing procedures N/A check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837)	Annual Plan: Capital Needs

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	for the active grant year	
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
X	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
X	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program N/A check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
N/A	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.	Annual Plan: Annual Audit

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	5,869	5	2	3	4	4	5
Income >30% but <=50% of AMI	2,699	4	2	3	3	4	4
Income >50% but <80% of AMI	2,336	3	2	3	3	4	4
Elderly	2,600	4	4	3	4	2	4
Families with Disabilities	2,864	4	4	3	4	2	4
Race/Ethnicity (All)	13,500	4	2	3	2	3	2
Race/Ethnicity (All minorities)	3,000	5	2	3	2	4	3
Race/Ethnicity (Black)	2,000	5	2	3	2	4	4
Race/Ethnicity (Hispanic)	900	4	2	3	2	4	4

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- X Consolidated Plan of the Jurisdiction/s
Indicate year: 2000
- N/A U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- N/A American Housing Survey data
Indicate year: N/A
- N/A Other housing market study
Indicate year: N/A
- N/A Other sources: (list and indicate year of information)

B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA’s waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
N/A Section 8 tenant-based assistance			
X Public Housing			
N/A Combined Section 8 and Public Housing			
N/A Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/sub jurisdiction:			
As of 01/31/2000	# of families	% of total families	Annual Turnover
Waiting list total	122		158
Extremely low income <=30% AMI	60	49%	
Very low income (>30% but <=50% AMI)	42	35%	
Low income (>50% but <80% AMI)	20	16%	
Families with children	71	58%	
Elderly families	26	21%	
Families with Disabilities	15	12%	

Housing Needs of Families on the Waiting List			
Race/ethnicity (White/Non-Hispanic)	60	49%	
Race/ethnicity (Black Non-Hispanic)	46	38%	
Race/ethnicity (Hispanic)	7	6%	
Race/ethnicity (Other)	9	7%	
Characteristics by Bedroom Size (Public Housing Only)	As of 01/31/2000		
1BR	50	41%	65
2 BR	34	28%	44
3 BR	35	29%	46
4 BR	3	2%	3
5 BR	N/A	N/A	N/A
5+ BR	N/A	N/A	N/a
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No If yes: How long has it been closed (# of months)? N/A Does the PHA expect to reopen the list in the PHA Plan year? N/A Does the PHA permit specific categories of families onto the waiting list, even if generally closed? N/A			

C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:

Select all that apply

- ☒ Employ effective maintenance and management policies to minimize the number of public housing units off-line
- ☒ Reduce turnover time for vacated public housing units

- X Reduce time to renovate public housing units
- N/A Seek replacement of public housing units lost to the inventory through mixed finance development
- N/A Seek replacement of public housing units lost to the inventory through section 8 replacement-housing resources
- N/A Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- N/A Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- N/A Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- N/A Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- X Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- N/A Other (list below)

Strategy 2: Increase the number of affordable housing units by:

Select all that apply

- X Apply for additional section 8 units should they become available
- N/A Leverage affordable housing resources in the community through the creation of mixed - finance housing
- X Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- N/A Other: (list below)

Need: Specific Family Types: Families at or below 30% of median

Strategy 1: Target available assistance to families at or below 30 % of AMI

Select all that apply

- X Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- N/A Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- N/A Employ admissions preferences aimed at families with economic hardships
- X Adopt rent policies to support and encourage work
- N/A Other: (list below)

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

Select all that apply

- X Employ admissions preferences aimed at families who are working

- X Adopt rent policies to support and encourage work
- N/A Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- X Seek designation of public housing for the elderly
- X Apply for special-purpose vouchers targeted to the elderly, should they become available
- X Other: (list below)
Construct or rehabilitate a 100 unit assisted living facility for senior citizens.

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- N/A Seek designation of public housing for families with disabilities
- X Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- X Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- N/A Affirmatively market to local non-profit agencies that assist families with disabilities
- N/A Other: (list below)

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

Select if applicable

- X Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- N/A Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- N/A Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- N/A Market the section 8 program to owners outside of areas of poverty /minority concentrations
- N/A Other: (list below)

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- X Funding constraints
- X Staffing constraints
- X Limited availability of sites for assisted housing
- X Extent to which particular housing needs are met by other organizations in the community
- X Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- X Influence of the housing market on PHA programs
- X Community priorities regarding housing assistance
- X Results of consultation with local or state government
- X Results of consultation with residents and the Resident Advisory Board
- N/A Results of consultation with advocacy groups
- N/A Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2000 grants)		
a) Public Housing Operating Fund	272,065	
b) Public Housing Capital Fund	362,507	
c) HOPE VI Revitalization	N/A	
d) HOPE VI Demolition	N/A	
e) Annual Contributions for Section 8 Tenant-Based Assistance	N/A	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	70,180	
g) Resident Opportunity and Self-Sufficiency Grants	N/A	
h) Community Development Block Grant	20,120	
i) HOME	N/A	
Other Federal Grants (list below)		
Housing Counseling Agency	30,600	
2. Prior Year Federal Grants (unobligated funds only) (list below)		
Comprehensive Grant Program	284,823	
Public Housing Drug Elimination Program	46,165	
3. Public Housing Dwelling Rental Income	368,450	
4. Other income (list below)		
Maintenance/Tenant Charges	35,000	
Investment Income	10,660	
4. Non-federal sources (list below)		
Total resources	1,500,570	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

(1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

N/A When families are within a certain number of being offered a unit: (state number)

X When families are within a certain time of being offered a unit: (state time)

N/A Other: (describe)

b. which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

X Criminal or Drug-related activity

X Rental history

X Housekeeping

X Other (describe)

Fraud in connection with any Federal housing assistance program.

c. X Yes Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d. X Yes Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e. X Yes Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2)Waiting List Organization

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

X Community-wide list

N/A Sub-jurisdictional lists

N/A Site-based waiting lists

N/A Other (describe)

b. Where may interested persons apply for admission to public housing?

X PHA main administrative office

N/A PHA development site management office

N/A Other (list below)

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year? N/A
2. N/A Yes N/A No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
If yes, how many lists? N/A
3. N/A Yes N/A No: May families be on more than one list simultaneously
If yes, how many lists? N/A
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
 N/A PHA main administrative office
 N/A All PHA development management offices
 N/A Management offices at developments with site-based waiting lists
 N/A At the development to which they would like to apply
 N/A Other (list below)

(3) Assignment

- a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)
 N/A One
 N/A Two
 X Three or More
- b. X Yes Is this policy consistent across all waiting list types?
- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA: N/A

(4) Admissions Preferences

- a. Income targeting:
 X Yes Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?
- b. Transfer policies:
 In what circumstances will transfers take precedence over new admissions? (list below)
 X Emergencies
 N/A Overhoused
 X Underhoused
 X Medical justification

- X Administrative reasons determined by the PHA (e.g., to permit modernization work)
- N/A Resident choice: (state circumstances below)
- N/A Other: (list below)

c. Preferences

1. X Yes Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- N/A Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- X Victims of domestic violence
- N/A Substandard housing
- X Homelessness
- N/A High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- N/A Working families and those unable to work because of age or disability
- N/A Veterans and veterans’ families
- X Residents who live and/or work in the jurisdiction
- N/A Those enrolled currently in educational, training, or upward mobility programs
- X Households that contribute to meeting income goals (broad range of incomes)
- X Households that contribute to meeting income requirements (targeting)
- N/A Those previously enrolled in educational, training, or upward mobility programs
- N/A Victims of reprisals or hate crimes
- N/A Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

1 Date and Time

Former Federal preferences:

- N/A Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

- 2 Victims of domestic violence
- N/A Substandard housing
- 2 Homelessness
- N/A High rent burden

Other preferences (select all that apply)

- N/A Working families and those unable to work because of age or disability
- N/A Veterans and veterans' families
- 2 Residents who live and/or work in the jurisdiction
- N/A Those enrolled currently in educational, training, or upward mobility programs
- 2 Households that contribute to meeting income goals (broad range of incomes)
- 2 Households that contribute to meeting income requirements (targeting)
- N/A Those previously enrolled in educational, training, or upward mobility programs
- N/A Victims of reprisals or hate crimes
- N/A Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

- N/A The PHA applies preferences within income tiers
- X Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- X The PHA-resident lease
- X The PHA's Admissions and (Continued) Occupancy policy
- X PHA briefing seminars or written materials
- N/A Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- X At an annual reexamination and lease renewal
- X Any time family composition changes
- X At family request for revision
- N/A Other (list)

(6) Deconcentration and Income Mixing

- a. X Yes Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b. ☒ Yes Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

N/A Adoption of site-based waiting lists
If selected, list targeted developments below:

☒ Employing waiting list “skipping” to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:

N/A Employing new admission preferences at targeted developments
If selected, list targeted developments below:

N/A Other (list policies and developments targeted below)

d. ☒ Yes Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

☒ Additional affirmative marketing
☒ Actions to improve the marketability of certain developments
☒ Adoption or adjustment of ceiling rents for certain developments
☒ Adoption of rent incentives to encourage deconcentration of poverty and income-mixing

N/A Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

N/A Not applicable: results of analysis did not indicate a need for such efforts

☒ List (any applicable) developments below:
Lawton View Addition OK005001
Scattered Sites OK005006

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

N/A Not applicable: results of analysis did not indicate a need for such efforts

☒ List (any applicable) developments below:
Lawton View Addition OK005001
Scattered Sites OK005006

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- N/A Criminal or drug-related activity only to the extent required by law or regulation
- N/A Criminal and drug-related activity, more extensively than required by law or regulation
- N/A More general screening than criminal and drug-related activity (list factors below)
- N/A Other (list below)
- b. N/A Yes N/A No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. N/A Yes N/A No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. N/A Yes N/A No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- N/A Criminal or drug-related activity
- N/A Other (describe below)

(2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- N/A None
- N/A Federal public housing
- N/A Federal moderate rehabilitation
- N/A Federal project-based certificate program
- N/A Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
- N/A PHA main administrative office
- N/A Other (list below)

(3) Search Time

- a. N/A Yes N/A No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

(4) Admissions Preferences

- a. Income targeting

N/A Yes N/A No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

- b. Preferences

1. N/A Yes N/A No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- N/A Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
N/A Victims of domestic violence
N/A Substandard housing
N/A Homelessness
N/A High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- N/A Working families and those unable to work because of age or disability
N/A Veterans and veterans' families
N/A Residents who live and/or work in your jurisdiction
N/A Those enrolled currently in educational, training, or upward mobility programs
N/A Households that contribute to meeting income goals (broad range of incomes)
N/A Households that contribute to meeting income requirements (targeting)
N/A Those previously enrolled in educational, training, or upward mobility programs
N/A Victims of reprisals or hate crimes
N/A Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

N/A Date and Time

Former Federal preferences

- N/A Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- N/A Victims of domestic violence
- N/A Substandard housing
- N/A Homelessness
- N/A High rent burden

Other preferences (select all that apply)

- N/A Working families and those unable to work because of age or disability
- N/A Veterans and veterans’ families
- N/A Residents who live and/or work in your jurisdiction
- N/A Those enrolled currently in educational, training, or upward mobility programs
- N/A Households that contribute to meeting income goals (broad range of incomes)
- N/A Households that contribute to meeting income requirements (targeting)
- N/A Those previously enrolled in educational, training, or upward mobility programs
- N/A Victims of reprisals or hate crimes
- N/A Other preference(s) (list below)

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- N/A Date and time of application
- N/A Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)

- N/A This preference has previously been reviewed and approved by HUD
- N/A The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- N/A The PHA applies preferences within income tiers
- N/A Not applicable: the pool of applicant families ensures that the PHA will meet income-targeting requirements

(5) Special Purpose Section 8 Assistance Programs

- a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

N/A The Section 8 Administrative Plan

N/A Briefing sessions and written materials

N/A Other (list below)

- b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

N/A Through published notices

N/A Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

(1) Income Based Rent Policies

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

- a. Use of discretionary policies: (select one)

N/A The PHA will not employ any discretionary rent-setting policies for income-based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

X The PHA employs discretionary policies for determining income-based rent (If selected, continue to question b.)

- b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

X \$0

N/A \$1-\$25

N/A \$26-\$50

2. X Yes Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

The Lawton Housing Authority has set the minimum rent at \$0.00. However, if the family requests a hardship exemption, the Lawton Housing Authority will immediately suspend the minimum rent for the family until the Housing Authority can determine whether the hardship exists and whether the hardship is of a temporary or long-term nature.

- A. A hardship exists in the following circumstances:
 - 1. When the family has lost eligibility for or is waiting an eligibility determination for a Federal, State, or local assistance program;
 - 2. When the family would be evicted as a result of the imposition of the minimum requirement;
 - 3. When the income of the family has decreased because of changed circumstances, including the loss of employment;
 - 4. When the family has an increase in expenses because of changed circumstances, for medical costs, childcare, transportation, education, or similar items;
 - 5. When a death has occurred in the family.
- B. No hardship. If the Housing Authority determines there is no qualifying hardship, the minimum rent will be reinstated, including requiring back payment of minimum rent for the time of suspension.
- C. Temporary hardship. If the Housing Authority reasonably determines that there is a qualifying hardship but that it is of a temporary nature, the minimum rent will not be imposed for a period of 90 days from the date of the family's request. At the end of the 90-day period, the minimum rent will be imposed retroactively to the time of suspension. During the suspension period the Housing Authority will not evict the family for nonpayment of the amount of tenant rent owed for the suspension period.
- D. Long-term hardship. If the Housing Authority determines there is a long-term hardship, the family will be exempt from the minimum rent requirement until the hardship no longer exists.
- E. Appeals. The family may use the grievance procedure to appeal the Housing Authority's determination regarding the hardship. No escrow deposit will be required in order to access the grievance procedure.

- c. Rents set at less than 30% than adjusted income

1. X No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below: N/A

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

N/A For the earned income of a previously unemployed household member

X For increases in earned income

N/A Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

N/A Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

N/A For household heads

N/A For other family members

N/A For transportation expenses

N/A For the non-reimbursed medical expenses of non-disabled or non-elderly families

N/A Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

X Yes for all developments

N/A Yes but only for some developments

N/A No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

X For all developments

N/A For all general occupancy developments (not elderly or disabled or elderly only)

N/A For specified general occupancy developments

N/A For certain parts of developments; e.g., the high-rise portion

N/A For certain size units; e.g., larger bedroom sizes

N/A Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

N/A Market comparability study

X Fair market rents (FMR)

N/A 95th percentile rents

N/A 75 percent of operating costs

N/A 100 percent of operating costs for general occupancy (family) developments

- N/A Operating costs plus debt service
- N/A The “rental value” of the unit
- N/A Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- X Never
- N/A At family option
- N/A Any time the family experiences an income increase
- N/A Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) N/A
- N/A Other (list below)

- g. X No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- N/A The section 8 rent reasonableness study of comparable housing
- N/A Survey of rents listed in local newspaper
- X Survey of similar unassisted units in the neighborhood
- N/A Other (list/describe below)

B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies.

- a. What is the PHA’s payment standard? (select the category that best describes your standard)

- N/A At or above 90% but below 100% of FMR
- N/A 100% of FMR
- N/A Above 100% but at or below 110% of FMR
- N/A Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard?
(select all that apply)

N/A FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area

N/A The PHA has chosen to serve additional families by lowering the payment standard

N/A Reflects market or sub market

N/A Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level?
(select all that apply)

N/A FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area

N/A Reflects market or sub market

N/A To increase housing options for families

N/A Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

N/A Annually

N/A Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

N/A Success rates of assisted families

N/A Rent burdens of assisted families

N/A Other (list below)

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)

N/A \$0

N/A \$1-\$25

N/A \$26-\$50

b. N/A Yes N/A No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

- X An organization chart showing the PHA's management structure and organization is attached. **Attachment 3**
- N/A A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	319	158
Section 8 Vouchers	N/A	N/A
Section 8 Certificates	N/A	N/A
Section 8 Mod Rehab	N/A	N/A
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	N/A
Public Housing Drug Elimination Program (PHDEP)	500	158
Other Federal Programs (list individually)		
Housing Counseling Agency	5,300	N/A
FSS	169	85

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

- 1) Public Housing Maintenance and Management: (list below)
 1. Admissions and Continued Occupancy Policy
 - a. Public Housing Lease
 - b. Elderly Sponsor Addendum
 - c. Renter's Insurance Addendum

- d. Income Limits
 - e. Broad Range of Income
 - f. Income Limits and Deconcentration Worksheet
 - g. Flat Rents
 - h. Utility Allowances
 - i. Ceiling Rents
 - j. Equal Housing Opportunity Policy
 - k. Fraud Control Policy
 - l. Criminal, Drug Treatment, and Registered Sex Offender Classification Records Management Policy
 - m. Grievance Policy and Procedures
 - n. Pest Control Policy
 - o. Vehicle Enforcement Procedures
 - p. Photo Identification Card Policy
 - q. Maintenance Standard Labor Charges
 - r. Guest Policy and Procedures
 - s. Housekeeping Standards
 - t. Rent Incentive Program
 - u. Face to Face Notices
 - v. TV Antenna/Cable Policy and Procedures
 - w. Check Cashing Procedures
 - x. Pet Policy
 - y. One Strike and You're Out Policy
 - z. Smoke Detector Addendum
2. Capitalization Policy
 3. Check Signing Policy
 4. Disposition Policy
 5. Ethics Policy
 6. Facilities Use Policy
 7. Funds Transfer Policy
 8. Internal Financial Control Policy
 9. Maintenance Policy
 10. Personnel Policy
 11. Procurement Policy
 12. Safety and Crime Prevention Policy
 13. Safety Program Policies
 - a. Employee Injury Prevention Policy
 - b. Driver Improvement Policy
 - c. Workers' Compensation Policy
 - d. Portable Fire Extinguishers Policy
 - e. Possession of Firearms and Other Dangerous Weapons Policy
 - f. Prescription Safety Glass Service Policy
 - g. No Smoking Ordinance

- h. Administrative Closing Policy
- i. Drug-Free Workplace Policy
- j. Hazardous Materials Policy
- k. Hazardous Energy Policy

(2) Section 8 Management: (list below) N/A

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

A. Public Housing

1. X No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below: N/A

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)
 - X PHA main administrative office
 - N/A PHA development management offices
 - N/A Other (list below)

B. Section 8 Tenant-Based Assistance

1. N/A Yes N/A No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below: N/A

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)
 - N/A PHA main administrative office
 - N/A Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

A. Capital Fund Activities

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

N/A The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) N/A

-or-

X The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)
Attachments 2-A; 2-B; 2-C

(2) Optional 5-Year Action Plan

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

a. X Yes Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

N/A The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name) N/A

-or-

X The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)
Attachments 4-A; 4-B; 4-C; 4-D; 4-E; 4-F

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

- N/A Yes N/A No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
- b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)
 - N/A Revitalization Plan under development
 - N/A Revitalization Plan submitted, pending approval
 - N/A Revitalization Plan approved
 - N/A Activities pursuant to an approved Revitalization Plan underway

- N/A Yes N/A No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?
- If yes, list development name/s below:

- N/A Yes N/A No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?
- If yes, list developments or activities below:

- N/A Yes N/A No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?
- If yes, list developments or activities below:

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. X No Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

2. Activity Description

- X No Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

Demolition/Disposition Activity Description	
1a. Development name:	N/A
1b. Development (project) number:	N/A
2. Activity type: Demolition	N/A
Disposition	N/A
3. Application status (select one)	
Approved	N/A
Submitted, pending approval	N/A
Planned application	N/A
4. Date application approved, submitted, or planned for submission: <u>N/A</u>	
5. Number of units affected: N/A	
6. Coverage of action (select one)	
N/A	Part of the development
N/A	Total development
7. Timeline for activity:	
a. Actual or projected start date of activity:	N/A
b. Projected end date of activity:	N/A

9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. ☒ Yes Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

- ☒ Yes Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

Designation of Public Housing Activity Description
1a. Development name: N/A
1b. Development (project) number: N/A
2. Designation type: N/A Occupancy by only the elderly N/A Occupancy by families with disabilities N/A Occupancy by only elderly families and families with disabilities N/A
3. Application status (select one) Approved; included in the PHA's Designation Plan N/A Submitted, pending approval N/A Planned application N/A
4. Date this designation approved, submitted, or planned for submission: <u>N/A</u>
5. If approved, will this designation constitute a (select one) N/A New Designation Plan N/A Revision of a previously approved Designation Plan?
6. Number of units affected: N/A 7. Coverage of action (select one) N/A Part of the development N/A Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act

1. X No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)
2. Activity Description
N/A Yes N/A No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

Conversion of Public Housing Activity Description
1a. Development name: N/A 1b. Development (project) number: N/A
2. What is the status of the required assessment? N/A N/A Assessment underway N/A Assessment results submitted to HUD N/A Assessment results approved by HUD (if marked, proceed to next question) N/A Other (explain below)
3. N/A Yes N/A No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) N/A Conversion Plan in development N/A Conversion Plan submitted to HUD on: (DD/MM/YYYY) N/A Conversion Plan approved by HUD on: (DD/MM/YYYY) N/A Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) N/A Units addressed in a pending or approved demolition application (date submitted or approved: N/A) N/A Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: N/A) N/A Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: N/A) N/A Requirements no longer applicable: vacancy rates are less than 10 percent N/A Requirements no longer applicable: site now has less than 300 units N/A Other: (describe below)

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937

C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. ☒ Yes Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)
2. Activity Description
☒ Yes Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: N/A 1b. Development (project) number: N/A
2. Federal Program authority: N/A HOPE I N/A 5(h) N/A Turnkey III N/A Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) N/A Approved; included in the PHA’s Homeownership Plan/Program N/A Submitted, pending approval N/A Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: N/A
5. Number of units affected: N/A 6. Coverage of action: (select one) N/A Part of the development N/A Total development

B. Section 8 Tenant Based Assistance

1. N/A Yes N/A No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982? (If “No”, skip to component 12; if “yes”, describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description: N/A

a. Size of Program

N/A Yes N/A No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

N/A 25 or fewer participants

N/A 26 - 50 participants

N/A 51 to 100 participants

N/A more than 100 participants

b. PHA-established eligibility criteria

N/A Yes N/A No: Will the PHA’s program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

X No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? N/A

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- X Client referrals
- X Information sharing regarding mutual clients (for rent determinations and otherwise)
- X Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- N/A Jointly administer programs
- N/A Partner to administer a HUD Welfare-to-Work voucher program
- N/A Joint administration of other demonstration program
- N/A Other (describe)

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- X Public housing rent determination policies
- X Public housing admissions policies
- N/A Section 8 admissions policies
- N/A Preference in admission to section 8 for certain public housing families
- X Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- N/A Preference/eligibility for public housing homeownership option participation
- N/A Preference/eligibility for section 8 homeownership option participation
- N/A Other policies (list below)

b. Economic and Social self-sufficiency programs

- X Yes Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If “yes”, complete the following table; if “no” skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
Youth/Parent Drug Free Garden	20	Random selection	PHA main office	Public housing
Adult Education Program	200	Other	PHA main office	Public housing
Oklahoma Parents As Teachers (OPAT)	50	Other	PHA main office	Public housing
Youth Programs (Campfire, Boy Scouts, Girl Scouts, etc.)	250	Other	PHA main office	Public housing
Youth With A Purpose	20	Other	PHA main office	Public housing
Newsletter	All residents	Other	PHA main office	Public housing
Fishing Classes	30	Random selection	PHA main office	Public housing
Mayor's Anti-Drug Task Force	All residents	Random selection	PHA main office	Public housing
Law Enforcement Partnerships	N/A	Other	PHA main office & Community Police Sub-Station	Public housing
South Lawton Youth Rally	All residents	Other	PHA main office/Community Police Sub-Station	Public housing
ID Card Program	All residents	Other	PHA main office	Public housing
The Pennsylvania House	All residents	Other	PHA main office & Pennsylvania House	Public housing

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: 04/04/00)
Public Housing	N/A	13
Section 8	N/A	N/A

- b. X Yes If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?
If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)
- X Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
 - X Informing residents of new policy on admission and reexamination
 - X Actively notifying residents of new policy at times in addition to admission and reexamination.
 - X Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
 - N/A Establishing a protocol for exchange of information with all appropriate TANF agencies
 - N/A Other: (list below)

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)
- X High incidence of violent and/or drug-related crime in some or all of the PHA's developments
 - X High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
 - X Residents fearful for their safety and/or the safety of their children
 - N/A Observed lower-level crime, vandalism and/or graffiti
 - X People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
 - N/A Other (describe below)

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- X Safety and security survey of residents
- X Analysis of crime statistics over time for crimes committed “in and around” public housing authority
- N/A Analysis of cost trends over time for repair of vandalism and removal of graffiti
- X Resident reports
- X PHA employee reports
- X Police reports
- X Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- N/A Other (describe below)

3. Which developments are most affected? (list below)
Lawton View Addition OK005001

B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- X Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- X Crime Prevention Through Environmental Design
- X Activities targeted to at-risk youth, adults, or seniors
- N/A Volunteer Resident Patrol/Block Watchers Program
- X Other (describe below)
Neighborhood Watch Group
Community Police Sub-Station
Community Oriented Policing Program

2. Which developments are most affected? (list below)

Lawton View Addition OK005001

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- X Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- X Police provide crime data to housing authority staff for analysis and action
- X Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)

- X Police regularly testify in and otherwise support eviction cases
- X Police regularly meet with the PHA management and residents
- X Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- N/A Other activities (list below)
- N/A Not applicable

2. Which developments are most affected? (list below)

Lawton View Addition OK005001

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- X Yes Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- X Yes Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- X Yes This PHDEP Plan is an Attachment. (Attachment Filename: LHAphdeptemplate.doc)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

- 1.X Yes Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If no, skip to component 17.)
- 2.X Yes Was the most recent fiscal audit submitted to HUD?
- 3. ☐ Yes X No: Were there any findings as the result of that audit?
- 4.N/A If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain?_____
- 5. N/A Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1. X Yes Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
N/A Not applicable
X Private management
X Development-based accounting
X Comprehensive stock assessment
N/A Other: (list below)
- 3.X Yes Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. X Yes Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
Attached at Attachment (File name) N/A
X Provided below:

In attendance was Yvonne Owen and Harvey Reid from Pleasant Valley, Jeff Schutte, Odessa Dangerfield, and Edna Cannon from the B.O. Davis High Rise, and Gary Schlumbohm from Lawton View.

In reference to Goal 2, Mr. Schutte suggested an intercom system or a keypad system to improve security at the High Rise.

Also Mr. Schutte mentioned that there is not enough housing for persons with disabilities in Lawton. That he would like to see more of this type of housing.

Ms. Owen stated that residents should go with staff to civic presentations to give a testimony of their experience with the Housing Authority.

Mr. Reid stated that the Housing Authority should use the media to try and change the public's perception of the Housing Authority.

Mr. Schutte also thought that there should be a community garden for each development.

Mr. Reid stated that he thought the Community Service Requirement should be more than eight (8) hours.

3. In what manner did the PHA address those comments? (select all that apply)

X Considered comments, but determined that no changes to the PHA Plan were necessary.

N/A The PHA changed portions of the PHA Plan in response to comments
List changes below:

N/A Other: (list below)

B. Description of Election process for Residents on the PHA Board

1. X Yes Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)

2. X No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process N/A

a. Nomination of candidates for place on the ballot: (select all that apply) N/A

N/A Candidates were nominated by resident and assisted family organizations

N/A Candidates could be nominated by any adult recipient of PHA assistance

N/A Self-nomination: Candidates registered with the PHA and requested a place on ballot

N/A Other: (describe)

b. Eligible candidates: (select one) N/A

N/A Any recipient of PHA assistance

N/A Any head of household receiving PHA assistance

N/A Any adult recipient of PHA assistance

N/A Any adult member of a resident or assisted family organization

N/A Other (list)

c. Eligible voters: (select all that apply) N/A

N/A All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)

N/A Representatives of all PHA resident and assisted family organizations

N/A Other (list)

C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: Lawton, Oklahoma

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

X The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.

X The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.

X The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.

X Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

1. Homeownership Program
2. No interim re-certifications
3. Flat rents
4. Deconcentration Plan
5. Applicant preferences

N/A Other: (list below)

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

1. Homeownership Program
2. No interim re-certifications
3. Flat rents
4. Deconcentration Plan
5. Applicant Preferences

D. Other Information Required by HUD

Use this section to provide any additional information requested by HUD.

Attachment 1

Lawton Housing Authority Admissions and Continued Occupancy Policy (ACOP) Section 10.4 Deconcentration Policy

It is the Lawton Housing Authority's policy to provide for deconcentration of poverty and encourage income mixing by bringing higher income families into lower income developments and lower income families into higher income developments. Toward this end, we will skip families on the waiting list to reach other families with a lower or higher income. We will accomplish this in a uniform and non-discriminating manner.

The Lawton Housing Authority will affirmatively market our housing to all eligible groups. Lower income residents will not be steered toward lower income developments and higher income people will not be steered toward higher income developments.

Prior to the beginning of each fiscal year, we will analyze the income levels of families residing in each of our developments, the income levels of census tracts in which our developments are located, and the income levels of the families on the waiting list. Based on this analysis, we will determine the level of marketing strategies and deconcentration incentives to implement. The worksheet for the analysis can be found in Appendix 6.

PHA Plan
Table Library
Attachment 2-A

Component 7
Capital Fund Program Annual Statement
Parts I, II, and II

Annual Statement

Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number OK56P00570799 FFY of Grant Approval: 07/1999

☐ Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	0.00
2	1406 Operations	0.00
3	1408 Management Improvements	41,000.00
4	1410 Administration	36,250.70
5	1411 Audit	0.00
6	1415 Liquidated Damages	0.00
7	1430 Fees and Costs	0.00
8	1440 Site Acquisition	0.00
9	1450 Site Improvement	20,000.00
10	1460 Dwelling Structures	200,000.00
11	1465.1 Dwelling Equipment-Nonexpendable	20,000.00
12	1470 Nondwelling Structures	20,000.00
13	1475 Nondwelling Equipment	25,256.30
14	1485 Demolition	0.00
15	1490 Replacement Reserve	0.00
16	1492 Moving to Work Demonstration	0.00
17	1495.1 Relocation Costs	0.00
18	1498 Mod Used for Development	0.00
19	1502 Contingency	0.00
20	Amount of Annual Grant (Sum of lines 2-19)	362,507.00
21	Amount of line 20 Related to LBP Activities	0.00
22	Amount of line 20 Related to Section 504 Compliance	7,000.00
23	Amount of line 20 Related to Security	0.00
24	Amount of line 20 Related to Energy Conservation Measures	61,718.06

Attachment 2-B

Annual Statement

Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
PHA Wide	Training for resident programs	1408	1,000.00
PHA Wide	Upgrade computer software & hardware	1408	10,000.00
PHA Wide	Staff travel & training	1408	4,000.00
PHA Wide	Sundry	1408	1,500.00
PHA Wide	CGP Secretary	1408	12,500.00
PHA Wide	Director of Modernization (40%)	1408	12,000.00
PHA Wide	Director of Modernization (60%)	1410	18,000.00
PHA Wide	Employee Benefits	1410	18,250.70
Sub-Total			36,250.70
OK005001	Electric smoke detectors	1460	18,669.00
OK005001	Install GFI outlets	1460	19,104.00
OK005001	Window replacement	1460	13,043.50
OK005001	Roof replacement	1460	15,000.00
OK005001	ADA faucets	1460	7,000.00
OK005001	Shower installation	1460	14,500.00
Sub-Total			87,316.50
OK005002	Electric smoke detectors	1460	6,233.00
OK005002	Install GFI outlets	1460	15,920.00
OK005002	Window replacement	1460	9,233.00
OK005002	Light fixtures	1460	2,200.00
OK005002	Thermostats	1460	2,000.00
OK005002	Remodel storm shelters	1460	15,000.00

Sub-Total			50,576.00
OK005003	Electric smoke detectors	1460	12,466.00
OK005003	Install GFI outlets	1460	12,736.00
Sub-Total			25,202.00
OK005006	Electric smoke detectors	1460	2,364.74
OK005006	Install GFI outlets	1460	12,099.20
OK005006	Central heat & air	1460	22,441.56
Sub-Total			36,905.50
PHA Wide	Site improvement	1450	20,000.00
PHA Wide	Dwelling equipment	1465	20,000.00
PHA Wide	Non-dwelling structures	1470	20,000.00
PHA Wide	Non-dwelling equipment	1475	25,256.30
Sub-Total			85,256.30
Total			362,507.00

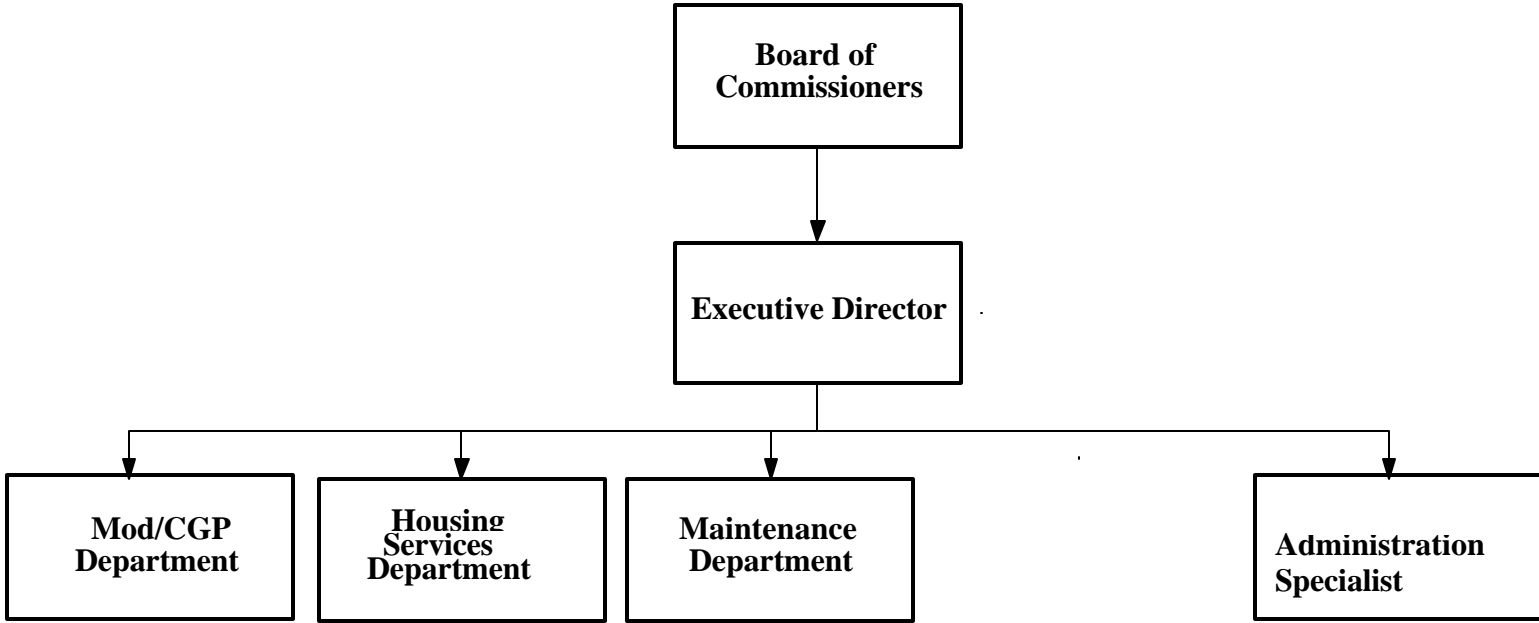
Attachment 2-C

Annual Statement

Capital Fund Program (CFP) Part III: Implementation Schedule

[illegible]

Attachment 3
**LAWTON HOUSING AUTHORITY
ORGANIZATION CHART**



Attachment 4-A

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
OK005001	Lawton View Addition	38	25%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Window replacement		13,043.50	2000
Roof replacement		30,000.00	2000
Install GFI outlets		19,104.00	2000
Shower installation		14,500.00	2000
Install GFI outlets		32,208.00	2001
Window replacement		26,087.00	2001
Roof replacement		30,000.00	2001
Shower installation		14,500.00	2001
Install GFI outlets		19,104.00	2002
Window replacement		26,087.00	2002
Roof replacement		30,000.00	2002
Shower installation		14,500.00	2002
Window replacements		51,487.50	2003
Roof replacement		30,000.00	2003
Total estimated cost over next 5 years		443,937.50	

Attachment 4-B

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
OK005002	Pleasant Valley	5	10%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Install GFI outlets		15,920.00	2000
Window replacement		18,466.00	2000
Window replacement		27,699.00	2001
ADA parking spaces		15,000.00	2001
Install range hoods		5,000.00	2001
Window replacement		46,165.00	2002
Windows replacement		13,849.50	2003
ADA faucets		7,000.00	2003
Screen doors		20,000.00	2003
Total estimated cost over next 5 years		219,675.50	

Attachment 4-C

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
OK005003	B.O. Davis High Rise	8	8%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Install GFI outlets		25,472.00	2000
Replace heat & air units		5,000.00	2000
Install GFI outlets		25,472.00	2001
Install range hoods		10,000.00	2001
Install GFI outlets		636.80	2002
Carpeting in lobbies		14,539.00	2002
Furniture, main lobby		4,280.00	2002
Remodel laundry rooms		12,000.00	2002
Closet & pantry doors		50,000.00	2003
Remodel laundry rooms		4,750.00	2003
Total estimated cost over next 5 years		177,351.80	

Attachment 4-D

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
OK005006	Scattered Sites	12	63%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA FY)
Central heat & air		22,441.56	2000
Roof replacement		12,000.00	2000
Bathtub replacement		3,000.00	2000
Install carpeting		9,692.31	2000
Roof replacement		15,000.00	2001
Central heat & air		22,441.56	2001
Bathtub replacement		6,500.00	2001
Central heat & air		17,953.25	2002
Roof replacement		30,000.00	2002
Install carpeting		9,692.31	2002
Handrails, outside steps		12,000.00	2002
Screen doors		8,000.00	2003
Fencing, chain link		24,000.00	2003
Porch lights		1,600.00	2003
Doorbells		1,200.00	2003
Install carpeting		11,307.69	2003
Total estimated cost over next 5 years		243,734.18	

Attachment 4-E

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
PHA Wide	PHA Wide	N/A	N/A
Description of Needed Physical Improvements or Management Improvements			Estimated Cost
Non-dwelling structures & equipment			96,616.93
Administration			36,250.70
Non-dwelling structures & equipment			49,348.74
Administration			36,250.70
Non-dwelling structures & equipment			48,298.94
Administration			36,250.70
Non-dwelling structures & equipment			62,061.61
Administration			36,250.70
Total estimated cost over next 5 years			486,585.32

Attachment 4-F

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
PHA Wide	Management Improvements	N/A	N/A
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Training for resident programs		1,000.00	2000
Upgrade computer software & hardware		10,000.00	2000
Staff travel & training		4,000.00	2000
Sundry		1,500.00	2000
CGP Secretary		12,500.00	2000
Director of Modernization (40%)		12,000.00	2000
Training for resident programs		1,000.00	2001
Upgrade computer software & hardware		10,000.00	2001
Staff travel & training		4,000.00	2001
Sundry		1,500.00	2001
CGP Secretary		12,500.00	2001
Director of Modernization (40%)		12,000.00	2001
Training for resident programs		1,000.00	2002
Upgrade computer software & hardware		10,000.00	2002
Staff travel & training		4,000.00	2002
Sundry		1,500.00	2002
CGP Secretary		12,500.00	2002
Director of Modernization (40%)		12,000.00	2002

Training for resident programs	1,000.00	2003
Upgrade computer software & hardware	10,000.00	2003
Staff travel & training	4,000.00	2003
Sundry	1,500.00	2003
CGP Secretary	12,500.00	2003
Director of Modernization (40%)	12,000.00	2003
Total estimated cost over next 5 years	164,000.00	

Attachment 5

Optional Public Housing Asset Management Table

Public Housing Asset Management								
Development Identification		Activity Description						
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III <i>Component 7a</i>	Development Activities <i>Component 7b</i>	Demolition / disposition <i>Component 8</i>	Designated housing <i>Component 9</i>	Conversion <i>Component 10</i>	Home-ownership <i>Component 11a</i>	Other (describe) <i>Component 17</i>
Scattered Sites/OK005006	19 – 2 & 3 bedroom scattered houses	Yes	N/A	N/A	N/A	N/A	Yes	Stock Assessment
B.O. Davis High Rise/OK005003	100 – 0, 1, & 2 bedroom elderly/disabled units	Yes	N/A	N/A	Yes	N/A	N/A	Development based accounting
Pleasant Valley/OK005002	50 – 0, 1, & 2 bedroom elderly/disabled units	Yes	N/A	N/A	N/A	N/A	N/A	Development based accounting
Lawton View/OK005001	150 – 1, 2, 3, & 4 bedroom single & family units	Yes	N/A	N/A	N/A	N/A	N/A	N/A

Public Housing Drug Elimination Program Plan

Note: THIS PHDEP Plan template (HUD 50075-PHDEP Plan) is to be completed in accordance with Instructions located in applicable PIH Notices.

Annual PHDEP Plan Table of Contents:

- 1. General Information/History**
- 2. PHDEP Plan Goals/Budget**
- 3. Milestones**
- 4. Certifications**

Section 1: General Information/History

A. Amount of PHDEP Grant \$ 70,180.00

B. Eligibility type (Indicate with an “x”) N1_____ N2_____ R X

C. FFY in which funding is requested 2000

D. Executive Summary of Annual PHDEP Plan

In the space below, provide a brief overview of the PHDEP Plan, including highlights of major initiatives or activities undertaken. It may include a description of the expected outcomes. The summary must not be more than five (5) sentences long

Resident initiatives partnerships and coordination with residents, law enforcement, social services, educational institutions and non-profit support agencies for youth programs and adult programs to deliver a top quality Drug Elimination Program base to eradicate drug abuse along with improving the quality of life for our residents.

E. Target Areas

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted), the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area.

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)
Lawton View & Scattered Sites	169	400
Pleasant Valley	50	50
B.O. Davis High Rise	100	103

F. Duration of Program

Indicate the duration (number of months funds will be required) of the PHDEP Program proposed under this Plan (place an “x” to indicate the length of program by # of months. For “Other”, identify the # of months).

6 Months____ **12 Months**__**X** **18 Months**____ **24 Months**____ **Other** _____

G. PHDEP Program History

Indicate each FY that funding has been received under the PHDEP Program (place an “x” by each applicable Year) and provide amount of funding received. If previously funded programs have not been closed out at the time of this submission, indicate the fund balance and anticipated completion date. For grant extensions received, place “GE” in column or “W” for waivers.

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 1995	\$158,500	OK56DEP50195	0	N/A	N/A
FY 1996	\$158,500	OK56DEP50196	0	N/A	N/A
FY 1997	\$95,100	OK56DEP50197	\$9,299.13	0	3/18/2000
FY1998	\$95,100	OK56DEP50198	\$58,463.70	0	12/11/2000
FY 1999	\$70,180	OK56DEP50199	\$70,180	N/A	3/31/2001

Section 2: PHDEP Plan Goals and Budget

A. PHDEP Plan Summary

In the space below, summarize the PHDEP strategy to address the needs of the target population/target area(s). Your summary should briefly identify: the broad goals and objectives, the role of plan partners, and your system or process for monitoring and evaluating PHDEP-funded activities. This summary should not exceed 5-10 sentences.

The goal of the Lawton Housing Authority Drug Elimination Program is to eradicate drug abuse along with improving the quality of life for our residents. To achieve this the LHA will utilize many partnerships. The LHA will maintain and update equipment and alarm system for the Community Police Sub-Station located in the Lawton View Development. In addition, LHA will contract with a security company to provide above baseline services to our residents. Daily reports from the security officers will be maintained in the LHA office. Adult education tuition will be available to residents who are trying to improve their quality of life. In addition, there are many youth program partnerships that are being maintained through the Drug Elimination Program to include Boy Scouts, Girl Scouts, Campfire, etc. Also salaries, benefits, supplies, and training for staff to administer and monitor the program will be provided.

B. PHDEP Budget Summary

Enter the total amount of PHDEP funding allocated to each line item.

FY <u>2000</u> PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	1,480.00
9120 - Security Personnel	19,760.00
9130 - Employment of Investigators	0.00
9140 - Voluntary Tenant Patrol	0.00
9150 - Physical Improvements	0.00
9160 - Drug Prevention	48,940.00
9170 - Drug Intervention	0.00
9180 - Drug Treatment	0.00
9190 - Other Program Costs	0.00
TOTAL PHDEP FUNDING	70,180.00

PHDEP Plan Goals and Activities

In the tables below, provide information on the PHDEP strategy summarized above by budget line item. Each goal and objective should be numbered sequentially for each budget line item (where applicable). Use as many rows as necessary to list proposed activities (additional rows may be inserted in the tables). PHAs are not required to provide information in shaded boxes. Information provided must be concise—not to exceed two sentences in any column. Tables for line items in which the PHA has no planned goals or activities may be deleted.

9110 - Reimbursement of Law Enforcement					Total PHDEP Funding: \$ 1,480.00		
Goal(s)	Any upgrade or maintenance of office equipment necessary to the operation of the Sub-Station to include the alarm system monthly charges.						
Objectives							
Proposed Activities	# of Person s Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount/ Source)	Performance Indicators
1. Maintain & update equipment			6/2000	6/2001	1,000	N/A	
2. Sub-Station Alarm			6/2000	6/2001	480	N/A	
3.							

9120 - Security Personnel					Total PHDEP Funding: \$ 19,760.00		
Goal(s)	Reduce crime in Lawton View						
Objectives							
Proposed Activities	# of Person s Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Security contract/services above baseline			6/2000	6/2001	19,760	N/A	
2.							
3.							

9130 - Employment of Investigators N/A					Total PHDEP Funding: \$ N/A		
Goal(s)							
Objectives	N/A						
Proposed Activities	# of Person s Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.			N/A				
3.							

9140 - Voluntary Tenant Patrol N/A					Total PHDEP Funding: \$ N/A		
Goal(s)	N/A						
Objectives							
Proposed Activities	# of Person s Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9150 - Physical Improvements N/A					Total PHDEP Funding: \$ N/A		
Goal(s)							
Objectives							
Proposed Activities	# of Person s Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators

1.							
2.							
3.							

9160 - Drug Prevention					Total PHDEP Funding: \$ 48,940.00		
Goal(s)	To provide Boy Scouts, Girl Scouts, Campfire, adult education, vehicle registration, ID cards, Parent/Teacher Services, Youth/Parent Garden, Youth With A Purpose, salaries and benefits of program employees.						
Objectives							
Proposed Activities	# of Person s Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Director of Resident Initiatives			6/2000	6/2001	22,327	N/A	
2.Programs Assistant			6/2000	6/2001	7,500	N/A	
3. Fringe Benefits			6/2000	6/2001	4,747		
4. Travel			6/2000	6/2001	650	N/A	
5. Supplies			6/2000	6/2001	2,230	N/A	
6. Contractual			6/2000	6/2001	11,466	N/A	
7. Other			6/2000	6/2001	20	N/A	

9170 - Drug Intervention					N/A			Total PHDEP Funding: \$ N/A		
Goal(s)										
Objectives										
Proposed Activities		# of Person s Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount /Source)	Performance Indicators		
1.										
2.										
3.										

9180 - Drug Treatment N/A					Total PHDEP Funding: \$ N/A		
Goal(s)							
Objectives							
Proposed Activities	# of Person s Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9190 - Other Program Costs N/A					Total PHDEP Funds: \$ N/A		
Goal(s)							
Objectives							
Proposed Activities	# of Person s Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

Section 3: Expenditure/Obligation Milestones

Indicate by Budget Line Item and the Proposed Activity (based on the information contained in Section 2 PHDEP Plan Budget and Goals), the % of funds that will be expended (at least 25% of the total grant award) and obligated (at least 50% of the total grant award) within 12 months of grant execution.

Budget Line Item #	25% Expenditure of Total Grant Funds By Activity #	Total PHDEP Funding Expended (sum of the activities)	50% Obligation of Total Grant Funds by Activity #	Total PHDEP Funding Obligated (sum of the activities)
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110	Activity 1, 2	740.00	Activity 1, 2	740.00
9120	Activity 1	9,880.00	Activity 1	9,880.00
9130	N/A	N/A	N/A	N/A
9140	N/A	N/A	N/A	N/A
9150	N/A	N/A	N/A	N/A
9160	Activity 1 – 7	24,470.00	Activity 1 - 7	24,470.00
9170				
9180				
9190				
TOTAL		\$35,090.00		\$35,090.00

Section 4: Certifications

A comprehensive certification of compliance with respect to the PHDEP Plan submission is included in the “PHA Certifications of Compliance with the PHA Plan and Related Regulations.”